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SECURITY DIVISION

SPECIAL STATISTICAL REPORT

FOR MONTH OF

MARCH 1954

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PERSONNEL SECURITY BRANCH REPORT FOR

1. Overt and Semi-Covert Applicant-Type Cases

A. CASE RECORD:

1. Cases on Hand at 1st of Month -		
Under Investigation:	542	
In Process in Security Division:	385	
TOTAL:		927
2. Cases Opened During Month*:		438
3. Total Cases on Hand and Opened:		1295
4. Cases Handled During Month -		
Approvals:	213	
Disapprovals:	22	
Closed Before Completion:	219	
TOTAL:		383
5. Cases on Hand at End of Month -		
Under Investigation:	619	
In Process in Security Division:	293	
TOTAL:		912

*Does not include cases sent from Personnel after: 15 March

B. INVESTIGATIVE RECORD:

Under investigation at 1st of Month:	542	
Submitted for investigation during Month:	401	
Sub-TOTAL:		943
Investigation completed:	259	
Recalled from investigation:	65	
Sub-TOTAL:		324
Under investigation at end of month:		619

D. RECORD ON T.O. APPLICANT CASES ONLY

1. Pending at 1st of Month:	435	
2. Cases Opened During Month:	352	
3. Total on hand and opened:		934
4. Closed during month -		
Approvals:	124	
Disapprovals:	15	
Closed before completion:	68	
TOTAL:		207
5. Pending at end of Month:		307

E. CLEARANCE RECORD

Type	All Cases	T.O. Applicants	EOD Clearances
Provisional for Unclassified duties:	15	9	9
Limited thru Secret:	6	4	0
Full Clearance	213	124	135
	254	137	144

C. I-Number of cases completed by investigative facilities during Month: 259
II-Number of these cases on which a final decision was made: 101
III-Average number of calendar days to process a case to final decision: 96
IV-Average number of calendar days to investigate these cases: 77
V-Average number of calendar days to process these in Security Division: 19

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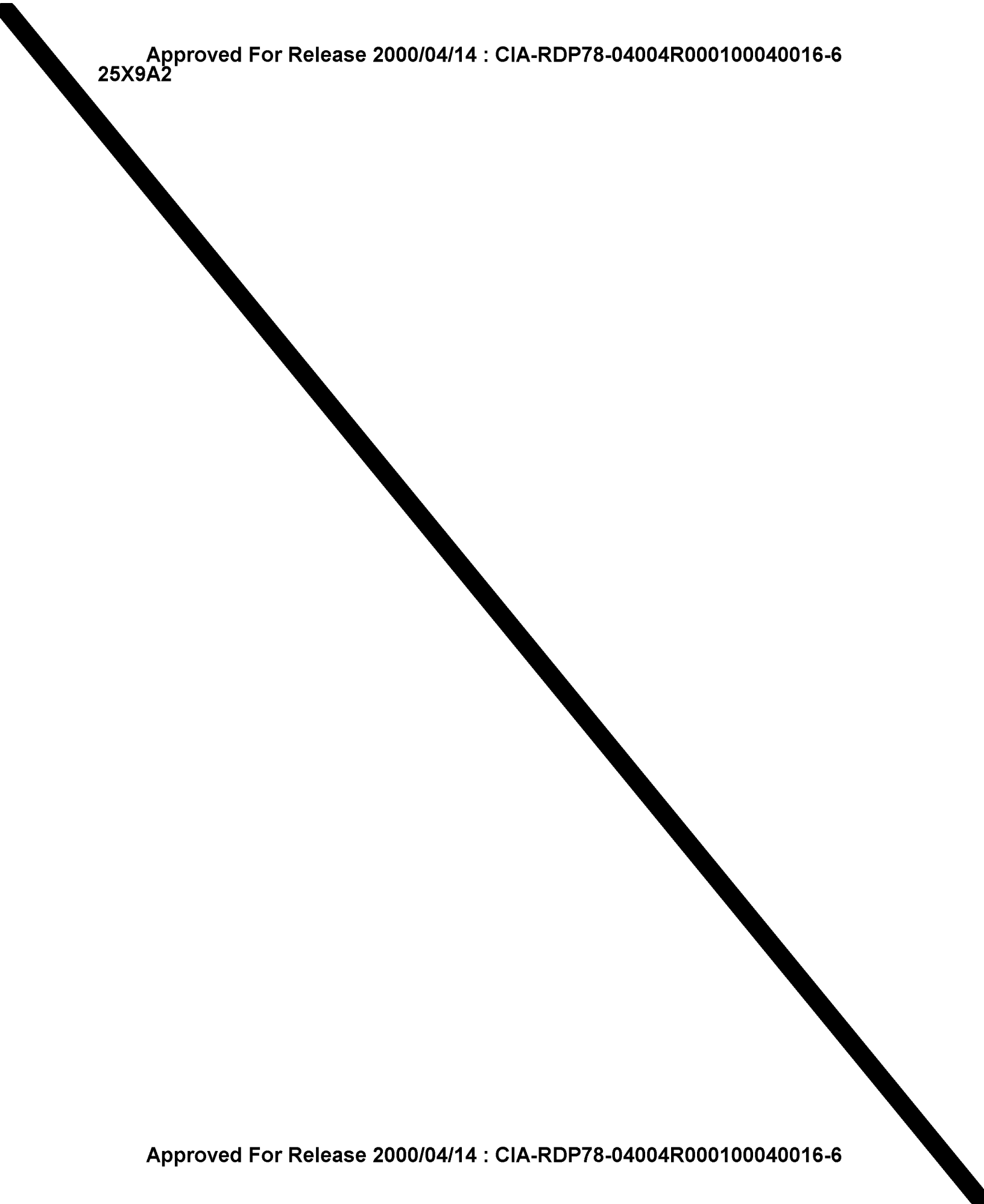

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PHYSICAL SECURITY INSPECTIONS FOR MARCH 1954

Office	Number of Inspections Made	Remarks
Office of the Director	(27	1 Building
Office of Deputy Director, CIA	Daily	1 Building
Office of Deputy Director, Plans	Staff	1 Building
Office of Deputy Director, Intelligence	Duty	1 Building
Office of Deputy Director, Administration	Checks	1 Building
Office of Inspector General	)	1 Building
ONE	2	1 Building
OSI	1	1 Building
ORR	6	5 Buildings
OIC	1	1 Building
OCI	0	3 Buildings
OCD	6	7 Buildings
O-O	5	4 Buildings
Deputy Director (Plans) OSO/OPC	30	6 Buildings
Communications	5	5 Buildings
Training	10	9 Buildings
SO	3	2 Buildings
DD/A - Subordinate Offices		
Comptroller's Office	4	4 Buildings
General Counsel	2	2 Buildings
Medical Office	2	2 Buildings
Personnel Office	2	1 Building
Logistics Office	8	10 Buildings
Audit Office	1	1 Building
OPO	0	3 Buildings
	115	

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PHYSCIAL SECURITY VIOLATIONS FOR MARCH 1954

	EXPOSED CLASSIFIED MATERIAL TOP SECRET	SECRET & CONF.	OPEN SAFES	TOTAL VIOLATIONS	NUMBER OF SAFES & VAULTS
Office of Director	0	0	0	0	
Office,Depy Dir CIA	0	0	0	0	
Office,Depy Dir (Plans)	0	0	0	0	
Office,Depy Dir (Intell)	0	1s	0	1	
Office, DepyDir (Admin)	0	0	0	0	64
Office, Inspector General	0	0	0	0	
ONE	0	5s	1	6	53
OSI	0	0	0	0	266
ORR	0	2s	0	2	782
OCI	0	0	1	1	386
OCD	0	1s	0	1	703
OIC	0	0	0	0	~~386~~ 9
O-O	0	2s	3	5	304
Depy,Dir. (Plans)	2	8s 3c	9	22	2441
Communications	0	3s	2	5	282
Training	0	1s* 1s	1	5	253
Security Office	0	2c 0	2	2	259
DD/A - Subordinate Office					
Comptroller	0	0	0	0	462
General Counsel	0	0	1	1	17
Medical Office	0	0	1	1	34
Personnel Office	0	0	0	0	232
Logistics Office	0	0	0	0	332 566
Audit Office	0	0	0	0	10
GPO	0	0	0	0	
TOTAL	2	29	21	52	~~6889~~ 7123

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PHYSICAL SECURITY BRANCH

Statistical Report

March 1954

I. Security briefings held during the month of March under the auspices of the Chief, Security Division:

	Classes Held	Attendance
Basic (New Personnel)	4	130
Special	3	13
TOTAL	7	143

II. Classified waste collected daily from all CIA Buildings and destroyed by burning:

Reported in activities report Oct 1954

Number of bags collected - 4449
Total for Month - 133,300 pounds
(This figure represents an all time record for total pounds of classified waste collected in the Agency during any one month)

III. Safe combinations and repair operation:

Combinations Changed	Secondary Repairs Made	Major Repairs Arranged For
1,078	464	45

(This figure represents an all time record for combinations changed in this Agency during any monthly period)

IV. Security identification processing of personnel:

Identification Processing (Fingerprinting, Photographing, Secrecy Agreement, Reading of Security Regulations, Scheduling for Security Indoctrination, etc.)	Regular Badges Made and Issued	Limited and Special Passes Made and Issued	Regular Badges Destroyed	Limited and Special Passes Destroyed
154	355	414	1	119

Fingerprints Taken In Addition to Those included in Regular Indoctrination	Reissuance of Badges Turned In For Safekeeping While on Leave, TDY

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V. Night Security inspections of the various CIA organizational units made by representatives of this Branch:

Office	Number of Inspections Made	Number of Buildings
Director's Office)) DD/CIA)) DD/Plans)) DD/Intelligence)) DD/Administration)) Inspector General)	27 Daily Staff Duty Checks	1
ONE	2	1
OSI	1	1
ORR	6	5
OIC	1	1
OCD	6	7
OCI	0	3
O-O	5	4
DD/P	30	6
Communications	5	5
Training	10	9
SO	3	2
Office of Personnel	2	1
DD/A - Subordinate Offices		
Comptroller's Office	4	4
General Counsel	2	2
Medical Office	2	2
Logistics Office	8	10
Audit Office	1	1
GPO	0	3
	115	

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VI. Security violations involving unlocked safes and exposed classified material detected as a result of inspections conducted during non-working hours by representatives of the Branch and by the guards:

OFFICE	EXPOSED CLASSIFIED MATERIAL Top Secret	Secret and Conf.	OPEN SAFES	TOTAL VIOLATIONS	NUMBER OF SAFES & VAULTS
Director's Office	0	0	0	0	
DD/CIA	0	0	0	0	
DD/Plans	0	0	0	0	
DD/Intelligence	0	1s	0	1	64
DD/Administration	0	0	0	0	
Inspector General	0	0	0	0	
ONE	0	5s	1	6	53
OSI	0	0	0	0	266
ORR	0	2s	0	2	782
OIC	0	0	0	0	9
OCD	0	1s	0	1	703
OCI	0	0	1	1	386
O-O	0	2s	3	5	304
DD/P	2	8s 3c	9	22	2441
Communications	0	3s	2	5	282
Training	0	1s* 1s	1	5	253
Security Office	0	2c 0	2	2	259
Office of Personnel	0	0	0	0	232
DD/A - Subordinate Offices					
Comptroller	0	0	0	0	462
General Counsel	0	0	1	1	17
Medical Office	0	0	1	1	34
Logistics Office	0	0	0	0	566
Audit Office	0	0	0	0	10
GPO	0	0	0	0	
TOTAL	2	29	21	52	7123

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VII. Visitors processed by the receptionists in the various CIA buildings:

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BUILDINGS'	PURPOSE OF VISITS				TOTALS
	General Visitors	Applicants for Employment	Employees Forgotten Badges	Deliveries and Repairs	
[redacted]	43		11	24	78
	337	210	16	15	578
n	143		2	17	162
	254	5	19	29	307
ium	90		27		117
	440	22	74	33	569
	270		76	98	444
	519		60	36	615
	691	266	52	179	1188
	182		44	22	248
	247		58	57	362
	427		40	43	510
	37		1	1	39
	577	529	33	89	1228
	10	180	2		192
	189	13	25	76	303
	55		16		71
	154	___	10	47	211
TOTALS	4665	1225	566	766	7222

In addition to the above, 576 applicants for positions were admitted to the Personnel Office interview room in North Building, adjoining the Reception Room. These persons were logged by the Receptionist but visitor passes were not issued to them as they did not enter the building proper.

VIII. PHS's submitted for clearance of PBS Char Force Personnel - 60

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IX. Credential Record:

Contact Issued	3
Contact Destroyed	1
Temporary Contact Issued	36
Temporary Contact Destroyed	24
Firearms Issued	5
Firearms Destroyed	5
After-Hours Inspection Issued	5

X. In addition to the above, numerous conferences, inspections and surveys were conducted covering a variety of physical security problems. Following are listed some of the major accomplishments:

a. Conferences held with Office Security Officers	19
b. Conferences held on locks, safes and similar equipment	6
c. Special security investigations concerning thefts, lost documents, loose talk, etc.	11
d. Major safety surveys conducted	1
e. Special safety inspections conducted	16
f. Safety conferences and meetings held	12
g. Major building and area security surveys conducted:	
Headquarters area	1
Out of town	1
h. Building and area inspections conducted	11
i. Building security conferences held	8
j. Special instructions given to Night Security Officers	50
k. Special Guard instructions issued in writing	6
l. PBS Guards cleared	4
m. Special instructions given to receptionists	12
n. Entries made in Limited Pass Control Book by NSO's	6018
o. Fingerprint cards forwarded to FBI for processing	244
p. Security matters resolved by NSO's during non-work hours	494
q. Technical security inspections conducted:	
Headquarters area	5
Out of town	1
r. Armed Support furnished:	
Headquarters area	2
Out of town	1
s. Physical Security training sessions given to SO trainees	10

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Communications	5	5
Training	10	9
SO	3	2
Office of Personnel	2	1
DD/A - Subordinate Offices		
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Out of town	1
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